

LOWER PAXTON TOWNSHIP
BOARD OF SUPERVISORS

Minutes of Board Meeting held November 19, 2013

The business meeting of the Board of Supervisors of Lower Paxton Township was called to order at 7:35 p.m. by Chairman William B. Hawk, on the above date, in the Lower Paxton Township Municipal Center, 425 Prince Street, Harrisburg, Pennsylvania.

Supervisors present in addition to Mr. Hawk were: William C. Seeds, Sr., Gary A. Crissman, and David B. Blain.

Also in attendance were George Wolfe, Township Manager; Steve Stine, Township Solicitor; Christine Hunter, H. Edward Black and Associates; Paul Toburen Vice President for Facilities and Support Services, PinnacleHealth; and Watson Fisher and Ted Robertson, SWAN.

Pledge of Allegiance

Mr. Crissman led in recitation of the Pledge of Allegiance.

Approval of Minutes

Mr. Crissman made a motion to approve the minutes from the October 8, 2013 workshop meeting, October 15, 2013 business meeting and October 15, 2013 budget meeting. Mr. Blain seconded the motion, and a unanimous vote followed.

Public Comment

No comments were provided.

Chairman and Board Member's Comments

No comments were provided.

Manager's Report

Mr. Wolfe noted that the Annual Holiday Tree Lighting Ceremony will take place on Friday, December 6th at 7 p.m. at the Friendship Center. He noted that there will be free

refreshments, a community sing-along, and Santa Claus will arrive by fire truck to greet the children in attendance. He noted that it is a well attended event in the Township.

Mr. Wolfe noted that the Friendship Center will conduct a Breakfast with Santa event on Saturday, December 7, 2013 at 9 a.m. There is a fee for this event and pre-registration is required. He explained, to register, please call the Friendship Center at 657-5635.

Mr. Wolfe noted that the Colonial Park Fire Company will sell Christmas Trees at the fire house located on Houcks Road starting on Saturday, November 30th. He noted that the hours of operation are noon to 8 p.m. Monday through Friday, and 10 a.m. to 8 p.m. on Saturday and Sunday. He noted that they will be selling Pennsylvania Douglas Fir and Frazer Fir Christmas trees.

Mr. Crissman noted that the all the toys received from the various distribution areas for the Toys for Tots Program that have been collected will be brought to the Friendship Center. He noted that the U.S. Marine Corp has sponsored the Toys for Tots events for many years.

OLD BUSINESS

Resolution 13-44; adopting a report maintaining the Administrative Employee Compensation Plan

Mr. Wolfe noted that the Board discussed at its previous workshop session the compensation plan for administrative employees. He noted, on an annual basis, the Township Manager is required to prepare a report to implement and maintain the Administrative Employee Compensation Plan. He noted that part of the report requires a survey of employment market conditions of municipal employees for similar job skills as those performed in Lower Paxton Township. He noted that another component is an analysis of the Consumer Price Index and both are blended to come up with a recommended rate of increase of employees for 2014. He recommends that the Board authorize a 2.5% base salary increase for administrative employees who are compensated at the mid range of their salary structure. He explained that he made that

recommendation based on the fact that these employees will begin contributing to health care costs in 2014 and will also pay a 1% increase in their pension contributions in 2014 with a net salary increase of .5%. He noted that for employees who are compensated at levels far below the mid point on the salary structure, making up a handful of employees, the Board authorized an additional .5% for those who are more than 10% but less than 15% from the midpoint, and an additional 1% for those who are more than 15%.

Mr. Wolfe noted when this plan was reviewed during the workshop session last Tuesday night, and the Board thought it would be appropriate to bring forward the resolution to this session for action this evening.

Mr. Crissman made a motion to approve Resolution 13-44; adopting a report maintaining the Administrative Employee Compensation Plan. Mr. Blain seconded the motion. Mr. Hawk called for a voice vote and a unanimous vote followed.

NEW BUSINESS

2014 Municipal Domestic Animal Protection Services Agreement with the Humane Society of Harrisburg Area

Mr. Wolfe noted that there is a reduction in the 2014 year cost for services based upon the fact that the Township currently has money on account that has not been utilized for collection services to date. He noted that the form of this agreement is the same as what has been adopted by the Board for at least the past two years. He noted that Public Safety Director has reviewed the agreement and found it to be acceptable. He noted that the total amount expected to be paid by Lower Paxton Township is \$1,297.92. He requested that the Board act favorable on this agreement at this time.

Mr. Seeds questioned if the Township pays money in January and in July if we run out of funds. Mr. Wolfe answered that we do that if the funds have not been utilized, but we have money on account that has not been spent for 2013.

Mr. Crissman made a motion to approve the 2014 Municipal Domestic Animal Protection Services Agreement with the Humane Society of Harrisburg Area. Mr. Blain seconded the motion. Mr. Hawk called for a voice vote and a unanimous vote followed.

Amendment to the land development plan for
Community General Osteopathic Hospital parking expansion

Mr. Wolfe noted that the Preliminary/Final Land Development Plan for CGOH Hospital N/S Nursing Expansion #12-08 proposed the construction of a sixty-four thousand eight hundred (64,800) square foot three-story expansion of the north/south nursing corridor. An eighteen thousand seven hundred fifty-three (18,753) square foot portion of the existing hospital was approved to be demolished. This plan was approved by the Board of Supervisors on July 17, 2012. Also, the Preliminary/Final Land Development Plan for CGOH Parking Expansion #12-25 was approved by the Board of Supervisors on January 22, 2013. This project was for the demolition of four thousand one hundred seventy-five (4,175) square feet of existing building and the construction of additional parking. No building expansion is proposed with this project. The new parking expansion would be constructed in place of the existing hospital building. The parking expansion encompasses an area of 2.29 acres.

Mr. Wolfe noted that this plan adjusts the proposed parking expansion to allow 4,028 square feet of the north/south nursing expansion to remain that was previously proposed to be demolished. This building will provide additional space for hospital staff.

He noted that the one thousand seventy-two (1,072) existing parking spaces on the hospital campus already exceed the eight hundred sixty (860) parking spaces required by ordinance for the existing facilities. The proposed one hundred twenty-six (126) spaces on the amended plan will increase the total parking count to one thousand one hundred ninety-eight (1,198) spaces. He noted that the Township Engineer has reviewed the plan and found it to be

acceptable with only one minor comment. He noted that the staff comments particular to this plan would carry through to the original approval without change.

Ms. Christine Hunter noted that it is an amended plan. She explained that PinnacleHealth found that it has additional staff needs for the physicians as they need additional on-call room. She noted that they have determined to maintain a section of the building that was to be demolished. She noted that she had to reduce the area of the additional parking. Mr. Wolfe noted that the plan as previously approved more than exceeded the Township's required parking for the site.

Mr. Crissman questioned if there will be sufficient parking. Ms. Hunter answered yes, noting that the on-site parking exceeded the necessary requirement before the amendment was proposed. She explained that this section of parking is additional parking that the hospital chooses to provide. Mr. Wolfe noted that it is not a new plan, only an amendment to an existing plan that has received final approval.

Mr. Crissman questioned Ms. Hunter what her response to Mr. Fleming's comment in regard to the Stop Sign was. Ms. Hunter explained that she had the word stop on the plan that was not removed when the plan was changed. She noted that it was for an intersection in the original plan that is not on the amended plan. Mr. Crissman questioned if this issue has been clarified between Ms. Hunter and Staff. Ms. Hunter answered yes.

Mr. Seeds noted that the memo shows that the hospital was going to be demolished 4,175 square feet as it will now be a nurse's area. Ms. Hunter explained that the plan is maintaining about 4,100 square feet that was originally to be demolished. She explained, in conjunction with the vertical expansion of three floors, a portion of the older building was to be demolished. She noted with this plan, a portion of that building is to remain.

Mr. Seeds noted that in one place on the memo it states that 4,175 was to be demolished, but in another place it states that 4,028 square feet will remain. He noted that the numbers do not jive. She noted as PinnacleHealth is working through the process, they are trying to determine how much of the old building should remain and not be demolished. Mr. Seeds questioned if you are demolishing one section and rebuilding more.

Mr. Paul Toburen, Vice President of PinnacleHealth, showed on the plan that PinnacleHealth is keeping the one section of the building that was slated to be demolished. He noted that they have decided to keep a section of the proposed building to be demolished for the on-call physicians. Mr. Seeds noted that the numbers did not match. Mr. Toburen noted that was a good call.

Mr. Seeds noted that Ms. Hunter is very involved in the Heroes Grove project and questioned what the circular drawing was that was shown on the plan. He noted that it looks very similar to the amphitheater that is proposed for Heroes Grove. Ms. Hunter explained that it is healing garden for the use of the patients who are in the rehab section of the hospital. She noted that it is used for physical therapy, providing some gardening, and different surfaces to walk over to include a bridge. She welcomed the Board members to visit the site.

Mr. Crissman made a motion to approve the amendment to the land development plan for Community General Osteopathic Hospital parking expansion. Mr. Blain seconded the motion. Mr. Hawk called for a voice vote and a unanimous vote followed.

Improvement Guarantees

Mr. Hawk noted that there are 12 Improvement Guarantees and two Stormwater Guarantees.

Bumper Cars at Meadows Frozen Yogurt

A reduction in a letter of credit with Metro Bank, in the amount of \$2,926.00, with an expiration date of July 16, 2014.

Kings Crossing, Phase C

An extension and 10% increase in a letter of credit with Fulton Bank, in the amount of \$51,504.11, with an expiration date of November 19, 2014.

Willow Brook, Phases V & VI

A release of a letter of credit with Fulton bank in the amount of \$10,420.22.

Rite Aid Corporation

An extension and 10% increase in a bond with Westchester Fire Insurance Company, in the amount of \$79,312.80, with an expiration date of November 19, 2014.

Quail Hollow, Phase IV

An extension and 10% increase in a bond with Developers Surety & Indemnity Company, in the amount of \$67,900.14, with an expiration date of November 19, 2014.

Quail Hollow, Phase V

An extension and 10% increase in a bond with Developers Surety & Indemnity Company, in the amount of \$242,102.30, with an expiration date of November 19, 2014.

Victoria Abbey at Forest Hills, Phase 2

An extension and 10% increase in a bond with the INSCO/DICO Group, in the amount of \$9,573.52, with an expiration date of November 19, 2014.

Amesbury

An extension and 10% increase in a bond with Liberty Mutual Insurance Company, in the amount of \$57,233.00, with an expiration date of November 19, 2014.

Autumn Ridge, Phases II & III

An extension and 10% increase in a letter of credit with Fulton Bank, in the amount of \$81,056.12, with an expiration date of November 19, 2014.

The Townes at Forest Hills

An extension and 10% increase in a bond with Insko Insurance services, Inc., in the amount of \$3,108.49, with an expiration date of November 19, 2014.

The Estates of Autumn Oaks, Phase IB

A reduction in a letter of credit with Farmers and Merchants Trust Company, in the amount of \$194,371.79, with an expiration date of October 1, 2014.

Old Iron Estates, Phases, I, III & IV

A change in letter of credit from Fulton Bank to Centric Bank, in the amount of \$44,891.00, with an expiration date of November 19, 2014.

Stormwater Guarantees

Stormwater Management Plan for 6450 McCormick Lane

A release in an escrow with Lower Paxton Township, in the amount of \$1,243.00.

Stormwater Management Plan for 6411 Farmcrest Lane

A new escrow with Lower Paxton Township, in the amount of \$3,500.00, with an expiration date of November 19, 2014.

Mr. Crissman made a motion to approve the twelve improvement guarantees and two stormwater guarantees. Mr. Blain seconded the motion. Mr. Hawk called for a voice vote and a unanimous vote followed.

Payment of Bills

Mr. Seeds made a motion to pay the bills of Lower Paxton Township and Lower Paxton Township Authority and the Purchase Cards register for the Township and Authority. Mr.

Crissman seconded the motion. Mr. Hawk called for a voice vote, and a unanimous vote followed.

Adjournment

There being no further business, Mr. Blain made a motion to adjourn the meeting, and the meeting adjourned at 7:54 p.m.

Respectfully submitted,

Maureen Heberle
Recording Secretary

Approved by,

Gary A. Crissman
Township Secretary